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27 September 1985

MEMORANDUM FOR: Members OTE Curriculum Committee
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FROM: [redacted]
Assistant Director of Training for Curriculum
SUBJECT: Minutes of Curriculum Committee Meeting,
26 September 1985

1. The Curriculum Committee met on 26 September to assess curriculum and resource plans for FY 1986 and to approve media production priorities for FY 1986. (U)

2. The Curriculum Committee reviewed proposed training program and resources of the Intelligence Training Division. The review resulted in the following:

a. Executive Development Branch. The Committee approved EDB's program for FY 1986 with the understanding that several of the courses are experimental and will be conducted once, carefully reviewed, and deleted if there is not positive evaluation. IT will develop a list of new courses which have significant potential for executive development. This list will be submitted to the Curriculum Committee for approval. On resources, C/Plans noted that based upon the numbers submitted, there appears to be some excess in both instructors and training assistants.

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b. Analysis Training.

--Category Three Courses. The Intelligence Analysis Course will be reviewed to determine relevancy and need.

--Deletions. None.

--New Courses Under Development. None.

--Backlogs. None.

--Resources. ATB needs additional instructors, perhaps as many as two (C/IT will work with the DI on this requirement) and additional training assistants.

c. Professional Development Branch.

--Category Three Courses. The Trends and Highlights Course was identified for review. PDB will undertake this review and report to the Curriculum Committee. CIA Today and Tomorrow seems to have run out of Agency interest. This Course will be raised at the next Senior Training Officers' meeting for discussion.

--Deletions. Trends and Highlights and CIA Today and Tomorrow.

--Course Reviews. Trends and Highlights, CIA Today and Tomorrow, Scientific Weapons Intelligence for Operations Officers, and Introduction to CIA.

--New Courses Under Development. Replacement for CIA Today and Tomorrow.

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--Resources. There appears to be some flexibility in the number of instructors and training assistants required to conduct the existing and proposed PDB training program.

--Backlogs. CIA Today and Tomorrow--120, Trends and Highlights--44, ITCIA--51.

d. Topical Issues Branch/S&T Section.

--Category Three Courses. The Elint Course was identified as a definite Category Three Course.

--Deletions. None.

--Review. E lint Course. C/IT and C/MATD will examine the current offerings of contracting courses with a view toward developing one course for all Agency officers with possible spinoffs for directorate-specific needs. They will also look into the viability of the writing and briefing programs and determine the prospects of reducing or combining the various courses in writing and briefing.

--New Courses Approved. Program, Management, and Budgeting; Managing the New S&T Employee; S&T Analysis Seminar; S&T Executive Development Course.

--Resources. Clearly the S&T needs additional instructors. OTE has promised two in FY 1986 and DS&T owes the Section one additional instructor. Training Assistants look about on target to support the program.

--Backlogs. No significant backlogs.

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e. Topical Issues Branch/Substance. It was generally agreed that the courses offered under the Regional Studies Program need to await a decision by the DCI regarding the Soviet Affairs Training Program and the results of the regional needs survey which is currently in progress. Hence, a decision on courses proposed for development would be suspended pending the DCI decision and the needs survey.

--Category Three. The Soviet Realities Course is placed in Category Three provided the Intelligence Community agrees to fund.

--Deletions. Possibly Soviet Realities.

--Review. Regional Studies Program.

--Additions. Economics training (DI and TIB have mutually proposed a 12-week economics training program for DI analysts. DI will provide one economist who will coordinate the program with instructors drawn from the DI. This economist will also examine current course offerings such as International Economics and the Supervision of Analysis and will provide guidance on the future direction for economics training), Technical Transfer, English version of Soviet Realities, and the Advanced Military Analysis Course. Approval on the surveys of Africa and the Mid East Seminar were suspended pending the result of the needs survey.

--Backlogs. Defense Industries--38.

--Resources. Given the current program, the number of instructors and training assistants appears to be about on target.

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3. The Committee developed a list of requirements for media production to follow for the next six months. C/MPB will develop, in consultation with members of the Committee, an Action Plan for implementing the development of these productions. The following list was generated for media production to follow for the next six months:

- a. CID. These requirements will be determined at the Operations Sub-Curriculum Committee meeting in October.
- b. Language School. Ticket.
- c. ISTD. SAFE (February), WANG to WANG interface (now). Introduction to PC Mini Link Computer Security.
- d. MATD. "Just Plain English" (Jan).
- e. IT. Insurgency, Harvard Problem, Overview/military analysis in CIA.

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4. The Curriculum Committee will meet again on 10 October to complete the review of program plans for the remaining units and to approve CBT priorities

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ADC/OTE [redacted] (27Sept85)

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